

**Leon County Board of County Commissioners
Advisory Committee
Request Form**

Date of Request: May 25, 2004 (The date of the BCC Meeting)

Individual Requesting the Formation of a Committee Commission Rackleff offered a friendly amendment, accepted by the maker of the motion, Commission Grippa, to have staff come back with information on establishing a citizens group at the March 23, 2004 Board meeting.

Subject Matter Involved: Solid Waste Facility on US 27 (the Landfill)

Type of Committee Being Requested: Decision Making Fact Finding ☒

Decision Making Definition - Decision making committees are subject to the requirements of the Sunshine Law. They become part of the Board's decision making process. They choose alternatives and direction; narrow or eliminate options for the Board's consideration; make decisions by voting; make recommendations to the Board directly through staff; create by-laws; provide more than fact-finding technical assistance; and are usually facilitated by staff. Committees/Boards which make final binding decisions without returning to the Board based on delegated authority by statute, code, rule, policy or other state, federal, or local law are considered decision making committees and are subject to the requirements of County Policy. Due to voting requirements, and potential conflict of interest, stakeholders are strongly discouraged from appointment to decision making committees.

Fact Finding/Focus Group Definition - Focus Groups are not subject to the requirements of the Sunshine Law. They provide a source of community input, information gathering and factual resources. They have no characteristics of a Decision Making Committee; do not need by-laws; provide individual input, data and factual findings to staff as part of staffs' development in its advisement to the Board; and they do not take votes (more brainstorming focus), therefore, appointment of Stakeholders as members does not present a conflict of interest and is encouraged.

Both Decision Making and Fact Finding Committees are subject to Public Records and some Code of Ethics Laws.

Purpose of the Committee:

To provide feedback to county staff as to the changes being implemented at the landfill, offer input regarding additional improvements, and communicate back to their respective groups the implementation of new policies and procedures. In addition, the group would select one of its members to serve as a representative on the Landfill Parks Conversion Citizens Advisory Committee which will be established at a later date to create the overall Master Plan for the conversion of the landfill.

Time Duration of the Committee: From Date of Execution of Resolution (May 25, 2004) To Until such time as the tasks are complete or September 30, 2006.

Type of Final Product the Committee will Produce? Feedback and recommendations to county staff for improvements at the Landfill.

What are the Term Limits for Committee Members Serving on this Committee: N/A